

**CITY OF LONG BEACH
DEPARTMENT OF PARKS, RECREATION AND MARINE
PARKS AND RECREATION COMMISSION MINUTES
APRIL 16, 2009**

I. CALL TO ORDER

The Parks and Recreation Commission meeting was called to order by Drew Satariano, President, at 9:05 a.m., at the MacArthur Park/Homeland Community Center. Phil Hester, Director of Parks, Recreation and Marine, took roll call and confirmed a quorum.

Present: Drew Satariano, President
Simon George
Albert Guerra
Sarah Sangmeister

Absent: Brett Waterfield, Vice President
Harry Saltzgaver

Staff: Phil Hester, Director of Parks, Recreation and Marine
Ed White, Superintendent of Marine Maintenance
JC Squires, Manager of Business Operations
Ted Stevens, Superintendent, Community Recreation Services
Marc Gutfeld, Superintendent, Community Recreation Services
Sharon Gates, Administrative Analyst
Tristina Meche, Department Safety Officer
Bill Mallery, Park Rangers
James Ruggirello, Supervisor, Community Recreation Services
Robin Black, Executive Assistant to the Director

Guests: Kay Cofield, Long Beach Rotary Club
Brian Russell, Long Beach Rotary Club
Spencer Langdon, Keane Biological Consulting
Ed Mann, Reenactor
Greg Haeseler, Long Beach Rotary Club
Jim Worsham, Long Beach Rotary Club
Jean Bixby-Smith, Long Beach Rotary Club
Brad Willingham, Long Beach Rotary Club President
Sherri Davis, Long Beach Rotary Club
Bridget Sramek, Chief of Staff, 4th District Council Office

President Satariano began the meeting with a moment of silence for Chrissy Marshall and Anna Mendiola's father.

It was moved by Commissioner Guerra and seconded by Commissioner George to excuse the absence of Vice President Brett Waterfield and Commissioner Harry Saltzgaver. The motion carried unanimously.

II. APPROVAL OF MINUTES – MARCH 19, 2009

It was moved by Commissioner Guerra and seconded by Commissioner George to approve the March 19, 2009 Parks and Recreation Commission minutes. The motion carried unanimously.

III. PRESENTATION TO LONG BEACH ROTARY

Mr. Hester explained the Long Beach Rotary Club's participation in creating Rotary Centennial Park and their monthly cleanups and monitoring of the park. Because of this continuing effort, the Department submitted a nomination to the California Park and Recreation Society (CPRS) for the Long Beach Rotary Club to be considered for an award for their volunteer work, called the Champion of the Community award. The award was presented to the Department at the Annual CPRS Conference in Santa Clara. The Department invited Long Beach Rotary to attend the Parks and Recreation Commission meeting to present them with this award. Mr. Hester introduced Ms. Kay Cofield.

Ms. Cofield introduced members of their Civic Pride Committee: Brian Russell, Jean Bixby-Smith, President Brad Willingham, Greg Haeseler, Sherri Davis, and Jim Worsham.

President Satariano presented the award to Ms. Cofield.

Mr. Hester introduced Ms. Bridget Sramek, Chief of Staff for the 4th City Council District. He explained that the Rotary Centennial Park is located in the 4th Council District and Ms. Sramek wanted to attend today.

IV. U.S. GOLF LITTLE LEAGUE PRESENTATION

Mr. Bob Livingstone said that Long Beach Golf Little League was founded about three years ago. They are using a little league format and hope to grow into a national organization. They will kick-off this year on Saturday at Little Rec Golf Course. They thank the Commission for approving their office space at the Bruin Den, which is their headquarters.

Commissioner Guerra asked how they advertise.

Mr. Livingstone responded that it is mostly by word of mouth, but they do have a website and they advertise at the golf courses too.

Mr. Hester stated that they are trying to incorporate kids from all over the city.

V. PLANNING AND DEVELOPMENT BUREAU PRESENTATION

President Satariano said that since neither Anna Mendiola nor Sandra Gonzalez could attend, the Planning and Development Bureau presentation would be postponed.

VI. COMMISSION ACTION ITEMS

#09-0401

Recommendation to authorize the Director, or his or her management designee to execute the Personal Services and Instruction Agreements and amend Attachment "A" of the agreements as needed.

Commissioner Guerra asked if this is a standard rate.

Mr. Squires responded yes, it is the standard rate.

It was moved by Commissioner George and seconded by Commissioner Sangmeister to approve the recommendation. The motion carried unanimously.

VII. COMMITTEE STATUS REPORTS

A. EXECUTIVE COMMITTEE President Satariano, Chair

President Satariano stated that the Committee met but Vice President Waterfield was absent due to a family emergency. They discussed the budget.

B. FINANCE AND APPEALS COMMITTEE President Satariano, Chair

President Satariano said that the Committee met and the financial statement is included in the packet.

Mr. Squires said that the Department is 50% through the year and we only have 42.5% of our expenditures. To date, we are almost 8% under budget, but we need to get a lot more than that. We anticipate this number will grow as our spending controls are in place and the FY 09 mid-year cuts are being implemented over the coming weeks. That spread will continue to widen.

Commissioner Sangmeister asked once the Department has the mid-year cuts, would the budget numbers actually change?

Mr. Squires responded that the numbers would not change, but the budget number would stay consistent and the gap between the budget and expenditures would widen.

- 1) Recommendation to approve the revised Policy and Procedure 1.14 for Appeals from Department/Management or Parks and Recreation Commission Decisions.

Commissioner Guerra said that he read through it several times and complemented the committee and said that they put a lot of work into this policy.

Mr. Squires stated that they have added an appeal process for appealing management decisions to the Commission.

It was moved by Commissioner Sangmeister and seconded by Commissioner George to approve the recommendation. The motion carried unanimously.

C. PARK SAFETY COMMITTEE
Commissioner Saltzgaver, Chair

1) Playground Inspections – Tristina Meche

Ms. Meche distributed the public playground safety policy that she put together. She explained that this is so the unsupervised park playgrounds won't get overlooked. There is one staff member from the Maintenance Operations Bureau who is doing monthly playground inspections of all 54 playgrounds and going through the playground inspection checklist. She said that the checklist is from the National Playground Safety Institute. Ms. Meche said that she would go out and do an annual playground audit, as she is a National Playground Inspector. She said that beginning in October, the Community Recreation Services supervisors would also conduct monthly inspections of all the supervised and unsupervised playgrounds in their regions.

Commissioner Guerra asked if this would include inspections for receptacles, trash bins and restrooms?

Ms. Meche responded no, those are the responsibility of the daily inspections that are conducted by the Community Recreation Services supervisors.

Commissioner Sangmeister asked if this inspection program has been implemented yet?

Ms. Meche responded that this is the first month.

Commissioner Sangmeister asked the timeframe to repair items.

Ms. Meche responded it depends on what they find. Some things can be taken care of right away and some things need to be ordered. If an item needs to be ordered, the playground equipment is removed so no one is injured.

Commissioner Sangmeister asked if a parent sees something, how would they report the problem. Do they call or is there is a website contact to turn in problems?

Ms. Meche responded that some people have filled out a customer comment card describing the problem.

Mr. Hester responded that people could call the Department and explain the problem.

Mr. Squires responded that the Department's website will have that capability to report problems some time in the next four to six months. There is a team in Technology Services who is working on upgrading the maintenance work order system. Part of their issue is to put a web portal on there to allow customers to access it to report problems and to track the progress on that work order.

Commissioner Sangmeister asked about the vandalism side, is that all our maintenance people or is that another department who responds?

Mr. Hester responded that it is Department staff who responds to vandalism in the parks.

2) Cameras in Parks

Mr. Hester stated that this item is for the Commission's information. The City Council requested a report several years ago and just recently requested a follow-up. Staff has experimented with different types of cameras. The original cameras were flash-cams, which take photos of any movement. Staff has come up with a new trip-wire system. If the system is tripped, it is programmed to e-mail an alert to staff. These have been installed in Silverado and Drake Parks and the City is looking to put them in Grace, Coolidge, DeForest, and Rotary Centennial Parks.

President Satariano asked for a safety report.

Mr. Bill Mallery said that he was attending in place of Bill Greco. He stated that Easter Sunday went well at El Dorado Park. By 9:00 a.m., traffic on the 605 Freeway was backed up to Carson Street. They closed the Regional Park at 3:30 p.m., and opened it back up at 6:30 p.m. There were 3,449 paid vehicles that entered into the park. Last year there were 2,922 vehicles, about 527 more vehicles this year. There were approximately 17,245 people at the park that day. There were no arrests this year.

D. **MARKETING AND CUSTOMER SERVICE COMMITTEE**
Commissioner Guerra, Chair

Commissioner Guerra said that there was no meeting.

E. **CAPITAL IMPROVEMENT AND INFRASTRUCTURE COMMITTEE**
Vice President Waterfield, Chair

President Satariano stated that Vice President Waterfield is not present to give a report.

F. **SPECIAL EVENTS AND RECREATION COMMITTEE**
Commissioner Guerra, Chair

Commissioner Guerra said that the Committee met and discussed the interaction between Special Events and the Police Department and priorities of events in the future. The dialog between the Special Events and Filming Bureau and the Police Department is getting much better.

President Satariano stated that they received notification that the Special Events and Filming web site is up and running.

Mr. Squires said that Mr. Dave Ashman has started regularly meetings with the Police Department and the relationship is getting better.

VIII. DIRECTOR'S REPORT TO COMMISSION

A. Recommendation to receive and file the Director's Monthly Highlights Report for March 2009.

President Satariano called attention to the cover, which was the groundbreaking of Seaside Park. He asked for any comments or questions on the monthly report.

Commissioner Guerra said that it says they serve 2,200 youth here at Homeland. He asked if there are any programs that Mr. Ruggirello would like to see here?

Mr. Ruggirello responded that he would like to increase a number of classes and increase the theater program.

It was moved by Commissioner Sangmeister and seconded by Commissioner Guerra to approve the recommendation. The motion carried unanimously.

IX. CORRESPONDENCE

Mr. Hester said that Ramon Arevalo sent an update to the Commission concerning an overview of the landscaping contract.

X. UNFINISHED BUSINESS

A. Partners of Parks Report – Diane Wiley

President Satariano said that he received a letter from Ms. Wiley requesting to attend only when an item is specifically requested of her. He said that he believed Commissioner Saltzgaver would have a problem with this. He said that the Commission always wants to know what is going on with Partners of Parks. On the other hand, he can't justify having her come to every meeting. He said that letter was well thought out and Ms. Wiley and Connie Hamilton put forth the reasons why Ms. Wiley's time might be better served somewhere else.

Commissioner Guerra asked if she would provide reports from time to time?

President Satariano said that it would be nice to have monthly reports.

Mr. Squires suggesting inviting her to a subcommittee meeting and have that conversation and come up with a process for reporting back to the Commission.

Commissioner Sangmeister said she would like to table this item and think about it. She agreed that having Ms. Wiley sit through that much time every month maybe doesn't make a whole lot of sense. But, on the flip side, her concern is that there might be something that slips through the cracks and they miss being given the information by several months.

Mr. Hester said that he would invite Ms. Wiley to the next Executive Committee meeting and they can respond to her request.

Commissioner Sangmeister said that she and President Satariano would speak with Commissioner Saltzgaver and discuss this request with him.

President Satariano requested that Robin Black send a copy of this letter to all the Commissioners.

XI NEW BUSINESS

President Satariano said he would like to take item E first, since there are people in attendance to speak on this item.

- E. Recommendation to approve the request by Visions in Time for a partial fee waiver of concessions and permit fees for exclusive use of Area III in the El Dorado East Regional Park for a Civil War Reenactment on Saturday, May 30, and Sunday, May 31, 2009, with the following stipulated: Visions in Time will provide to the City a complete accounting of the event expenses and revenues.

Mr. Marc Gutfeld stated that this is their second annual event and over 2,000 people attended last year. They expect even more of a turnout this year. The reason they are choosing dates at the end of May to early June is they want to incorporate Long Beach Unified School District into the event and have the kids come out on Friday. This event will take place during nesting season.

Commissioner Guerra said that he attended the event last year and they parked in a dirt lot and the public really needed some more direction for parking. He also said that recycling should be available.

Mr. Gutfeld said he would take responsibility for that. Last year he did not involve the Special Events and Filming Bureau, but they have time this year to get that all together.

Commissioner Guerra also asked if there is any policy to allow visitors to bring easy-ups for shade, as it was really hot last year? There was no shade available.

Mr. Gutfeld responded that they haven't discussed that. There is only one place available for spectators. One concern is that if 400 people bring easy-ups, it would cut into the space and block views.

He would discuss this with the park rangers and Special Events and see what can be done.

Mr. Mann said he was pleased at how the park staff helped out. The public made comments that there are not a lot of events held in this park and people really liked this event.

President Satariano said that they are glad the group is back. They heard nothing but good comments last year. In the last 60 days there has been some discussion from the Audubon Society about the nesting birds. But, because of the consultant's participation and taking a look at the overall scene and overall timing, it will be fine.

Mr. Spencer Langdon introduced himself as a consultant with Keane Biological Consulting. He said that this area is used a lot on Easter and there is not a lot of impact to the birds at that time. In his perspective, there will not be a lot of impact to the birds. The birds that are there now are used to the gunfire at the Police range and the 605 Freeway traffic noise. He does agree with the Audubon Society that it would be perfect if the event would happen at another time, but it is not going to happen that way. The lakes are the most sensitive areas and this event will not be in those areas. He said that normal every day guests to the park would be more likely to impact the birds than this event.

Commissioner Guerra asked if the \$1,000 donation to Partners of Parks would cover any mitigation?

Mr. Hester said that the vendor would need to repair any damage to the park. He said that Mary Parcel was unable to attend today, but wanted the Commission to know that she supports the Keane Biological report. He also said that Ann Cantrell was unable to attend the meeting and wanted the Commission to know that she is not in favor of the event at all.

President Satariano stated that the letter shows what the fee waiver was in 2008 and that the fee waiver request is lower for 2009. Perhaps there would be no fee waiver in 2010.

Mr. Gutfeld said that the group is paying double in permit fees from what they paid last year.

It was moved by Commissioner Sangmeister and seconded by Commissioner George to approve the recommendation. The motion carried unanimously.

President Satariano said that they would go back to the regular order of the agenda.

- A. Recommendation to receive and file the April 2009 El Dorado Nature Center Stream Restoration report.

Ms. Sharon Gates described the condition of the streams and that the banks have eroded and have become wider and the streams more shallow. The Department was awarded grants for the stream restoration project, but the State froze all grants, due to the budget crisis.

Mr. Hester said that Ms. Gates has been making contact at the state level to change the grant by extending the deadline, so we would still receive the funds when they are unfrozen.

It was moved by Commissioner George and seconded by Commissioner Sangmeister to approve the recommendation. The motion carried unanimously.

- B. Recommendation to receive and file the April 2009 West San Gabriel River Parkway report.

Ms. Gates said that this is a utility corridor that the Department maintains. We would like to create a walking nature trail with native landscaping. We would use the same architects who designed the Lakewood project. This project is also on hold due to the grant being frozen, but the timing is further off. This grant was for \$623,000.

It was moved by Commissioner George and seconded by Commissioner Sangmeister to approve the recommendation. The motion carried unanimously.

- C. Recommendation to approve the 2008 Parks and Recreation Commission Annual Report and authorize the Director to forward it to the City Council.

Mr. Hester said that since the Parks and Recreation Commission is a Charter commission, they are required to submit an annual report to the City Council. Even though only the Charter commissions are

required to submit an annual report to the City Council, we have all of our commissions submit an annual report to the City Council.

Commissioner Guerra said that the Commissioners need an updated information card that includes the new information.

It was moved by Commissioner George and seconded by Commissioner Guerra to approve the recommendation. The motion carried unanimously.

- D. Recommendation to authorize the Director of Parks, Recreation and Marine to execute all documents necessary to issue permits to Eco Hatchery LLC, Green Mobile Wash, South Bay Wildlife Rehab, Tree of Life Nursery, and Whole Foods Market, Inc., for the sale of environmentally sustainable and conservation-related products at the Long Beach Honors Earth Day Event at Recreation Park on May 2, 2009.

It was moved by Commissioner George and seconded by Commissioner Guerra to approve the recommendation. The motion carried unanimously.

XII. COMMENTS

A. AUDIENCE

President Satariano asked for comments from the audience. There were none.

B. STAFF

President Satariano asked for comments from the staff.

Mr. Hester stated that there would be a 70-seat theater building built at Homeland/MacArthur Park. The groundbreaking would take place on May 16. The Department will hopefully have enough funds left over to also renovate the community center and existing theater at the same time.

C. COMMISSIONERS

President Satariano asked for comments from the Commissioners.

Commissioner Guerra asked what would happen to the artwork on the existing trailer wall and are there any plans to put in a replacement wall?

Mr. Ruggirello said yes, they would lose their largest mural wall and it is under discussion.

President Satariano said that there was a lot of excitement at the City Council meeting about the Rubber Duck tours.

Mr. Hester said that they are going to meet with the group and talk about the opportunity to use the tours with other events. They are interested in also getting kids down from the inner-city and take them on tours.

XIII. NEXT MEETING

President Satariano stated that the next meeting would be held at 9:00 a.m., on Thursday, May 21, 2009, at El Dorado Park Community Center, in the Senior Center Library, 2800 Studebaker Road, Long Beach.

XIV. ADJOURNMENT

President Satariano adjourned the meeting at 10:55 a.m.

Respectfully submitted,

Robin Black
Executive Assistant to the Director

c: Phil T. Hester, Director of Parks, Recreation and Marine